SENIOR STAFF CONFERENCE

50X1

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50X1

22-23 March 1963

AGENDA

Friday, 22 March

0830	Check in
0900	Greeting by C.O.
0905-1200	Seminar
•	Introduction -
	Operations Area -
	Plans & Development Area -
1200-1300	Lunch
1300-1700	Seminar
	General discussion of operational problems
1700-1830	Hospitality Hour
1830-1930	Dinner
1930-2130	Seminar
, -	Administrative Area -
	Presentation & discussion of T/O problems

Saturday, 23 March

0700-0800	B reakfast
0800-1200	Seminar
	Discussion of general planning responsibilities
1200-1300	Lunch
1300-1500	Seminar
	Discussion of follow-up items postponed from
	earlier sessions
	Summary & conclusion
1500-	Hospitality Hour

SECRE!

ADMINISTRATIVE NOTES

1. Travel Orders

Your travel order should be issued against allotments of your component. Subsistence and quarters will be furnished and orders should not provide for per diem but should provide mileage for those who drive their own cars. Mileage for the conference may be claimed for only one round trip. The use of car pools is encouraged.

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2. Route

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3. Arrival and Quarters	
Admission to the base will be by your regular Headquarters Badge.	
All personnel will be quartered in Room	.s 50X1
will not be assigned but may be selected upon arrival. Bed linens, towel	s
and soap are furnished. After you have selected your room and deposited	
your luggage, report to the games on the sound floor of the	5074
, where all sessions of the conference	50X1
will be held.	
4. Security	
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company representatives who have access	and the ware
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tackings.	

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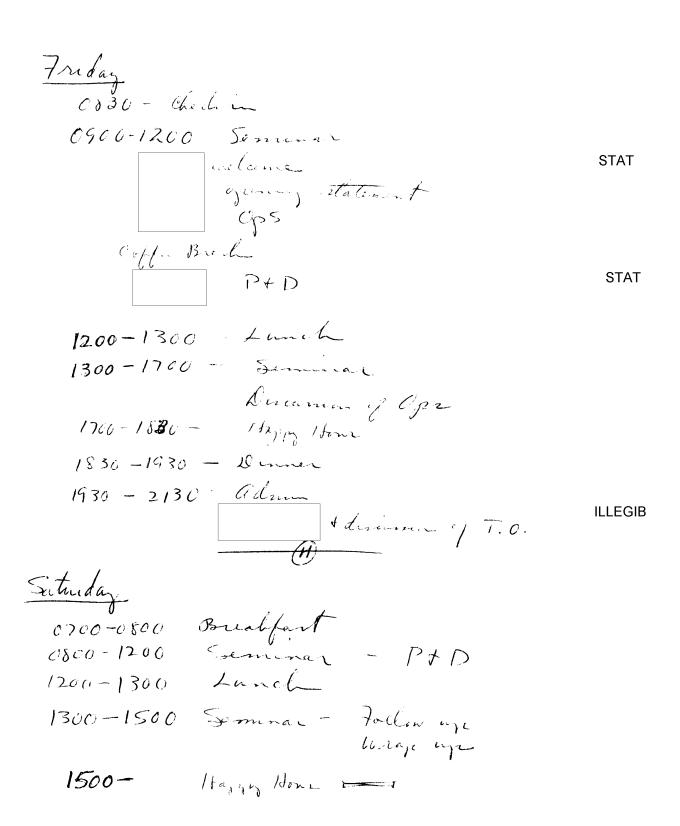
8.	Recreation	Facilities
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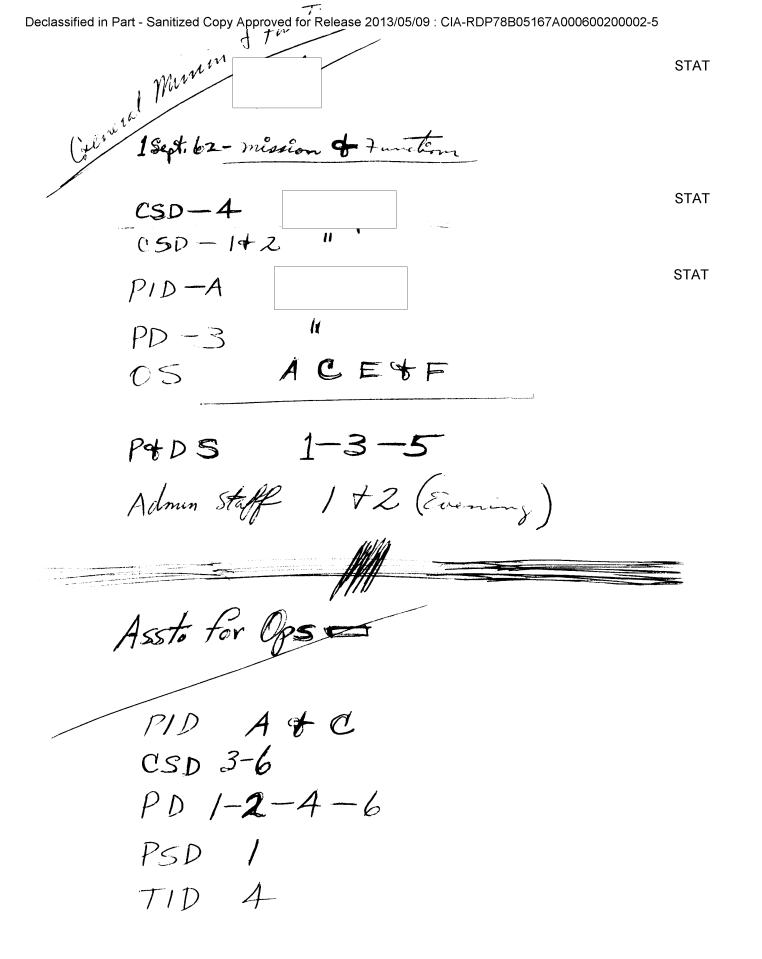
A lounge	provides television, card	50X1

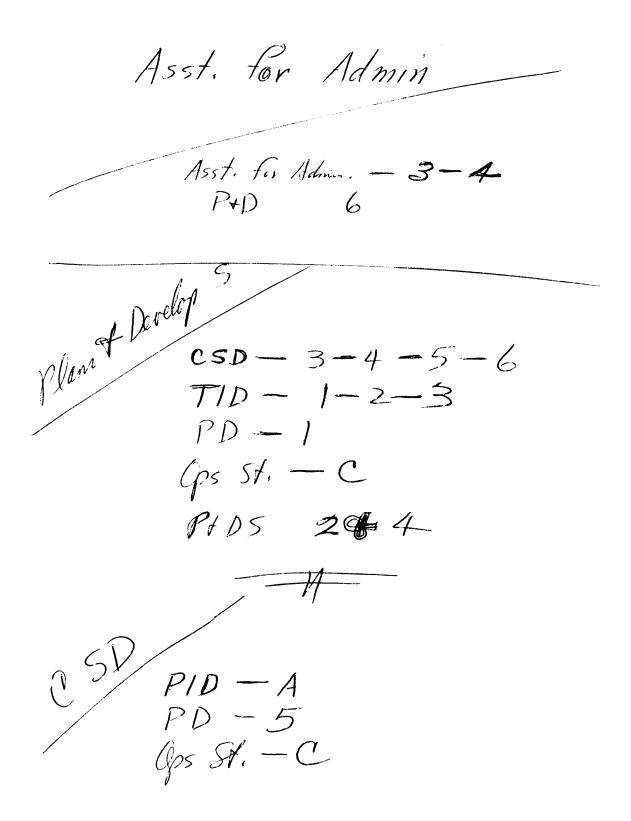
tables and a bar supplied with glasses, ice and water.

9. <u>Dress</u>

Casual dress is recommended.







Jul John PID PD 1+4 Ops St. B-D PAD:
PD 4

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